

APPENDIX E-354 P

BACKORDER NOTIFICATION/DVD RECOMMENDATION

1. PURPOSE

This procedure is applicable to chapters 42 and 43. It describes the method to be used to review a Backorder Notification/DVD Recommendation, appendix F-19. The notice will provide a record of the initial requisition placed on backorder or direct delivery for an NSN.

2. APPENDICES USED

- a. Appendix B-243.
- b. Appendix B-244.
- c. Appendix F-19.
- d. Appendix F-167.
- e. Appendix F-184.
- f. Appendix F-037.

3. RESPONSIBLE ORGANIZATIONAL ELEMENT

The responsible organizational element for processing the notice will be the IM designated by the ORC within the appropriate Commodity Branch, DSO.

4. INSTRUCTIONS

- a. Data elements contained in the notification are explained in appendix F-19.
- b. An SSCS, appendix F-167, with Reason for Study Code FB will be produced in conjunction with the F-19 Report only when it pertains to a BB.
- c. A Due-In File Printout, appendix F-184, will be produced in conjunction with the F-19 Report.
- d. A CRCF, F-037 when the F-19 is output when Lateral Redistribution Assets are available.
- e. Subsequent actions will depend on the elements of data on both the backordered requisition and the SSCS. These include:
  - (1) Priority.
  - (2) Quantity (excessive/minimal) remaining on backorder.
  - (3) RDD - Required Delivery Date.

- (4) Project Code.
  - (5) Due-In Schedule.
  - (6) Past experience on the item.
  - (7) Application of local instructions relative to projects and weapon systems.
- f. Possible actions include:
- (1) Convert to Direct Shipment when NSN has been placed on BB.
  - (2) Force Release (if assets are frozen) or below the UMMIPS Levels.
  - (3) Make manual substitution using conditional substitutes.
  - (4) Initiate manual PR to replenish assets for stock items.
  - (5) Initiate action to expedite receipt of materiel when dues-in are sufficient to cover backorder.
  - (6) This listing may also be used as a source document for initiating interrogations to the Integrated Disposal Management System (IDMS) to determine asset availability. This action provides visibility of assets in the nonreportable category based on a total dollar value of the materiel under \$50.00. These assets will therefore not be visible through the FES Program. Interrogations to IDMS will be made IAW appendix E-516 P, subparagraph 4c.
  - (7) Visibility for Lateral Redistribution Assets is provided. Complete processing instructions are contained in appendix E-195 P and chapter 40.
- g. Care will be exercised in the release of backorders to ensure that the appropriate Suffix Code (when applicable) is entered on the manager directed backorder document, DIC ZD6, appendix B-243 or DIC ZD7, appendix B-244. The Suffix Code will be obtained from the ARCSF inquiry.
- h. The notification may be destroyed upon completion of the review.

## 5. FLOWCHART

Flowchart not required.